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October 22, 2025

Hiring Committee
City of Guelph
Guelph, ON

Subject: Application for Junior Web Developer Position

Dear Hiring Committee,

I am writing to express my interest in the Junior Web Developer position with the City of Guelph's Digital Solutions team. As a graduate of Seneca Polytechnic's Computer Programming program with a 3.9 GPA in my major and hands-on experience in web development, accessibility compliance, and content management systems, I am confident in my ability to contribute to your mission of creating inclusive and efficient digital services for the community.

In my current role as a Ground Operations Lead at Menzies Aviation, I have developed strong analytical and technical problem-solving skills while implementing digital workflow improvements that enhanced team efficiency. My previous experience as a Web Manager at Deepti Classes allowed me to design and maintain WordPress websites compliant with WCAG 2.0 AA and AODA standards—improving accessibility, page performance, and overall user experience. Additionally, my work with Power Apps, Power Automate, and SharePoint aligns with the City's focus on digital collaboration and streamlined service delivery.

I am particularly drawn to this opportunity because of the City of Guelph's commitment to innovation, accessibility, and community-focused technology. I take pride in developing digital solutions that not only perform well but are inclusive and accessible to all users. I am eager to bring my technical expertise, attention to detail, and dedication to public service to your team.

Thank you for considering my application. I would welcome the opportunity to discuss how my skills and experience can support the City's digital initiatives.

Sincerely,
Abhay Mahendera

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SUMMARY OF QUALIFICATIONS

Detail-oriented **Junior Web Developer** with hands-on experience designing, developing, and maintaining accessible, high-performance websites and digital solutions. Skilled in **HTML5, CSS3, JavaScript, WordPress, Bootstrap**, and accessibility compliance (**WCAG 2.0 AA, AODA**). Experienced in **CMS administration, SharePoint, Power Apps, and Power Automate**. Adept at troubleshooting, debugging, and implementing content updates that enhance user experience and performance. Committed to supporting the **City of Guelph's Digital Solutions** team by creating inclusive, reliable, and user-focused web applications.

EDUCATION

Seneca Polytechnic, School of Computer Programming & Analysis   Toronto, ON
Computer Programming   Major GPA 3.9/4.0

RELEVANT COURSEWORK

Web Development, Software Engineering, Database Management, Mobile App Development, Software Testing, Object-Oriented Programming

TECHNICAL SKILLS

Web Development: HTML5, CSS3, JavaScript, WordPress, Bootstrap, React.js, Node.js, EJS, Tailwind CSS
Programming Languages: Python, PHP, C, C++, Java, Rust
Databases: MySQL, MongoDB, Oracle 12c, PostgreSQL
Accessibility & UX: WCAG 2.0 AA, AODA Compliance, UX/UI Design Principles, Usability Testing
Tools & Platforms: GitHub, Visual Studio Code, SharePoint, Power Apps, Power Automate, MS Office, G Suite
Operating Systems: Windows, Linux, Unix

RELEVANT EXPERIENCE

Ground Operations Lead   August 2024 – Present
Menzies Aviation
- Led and coordinated operational teams, streamlining workflows to reduce manpower requirements by 15–20%.
- Supported the implementation of digital reporting and document management tools to improve accuracy.
- Communicated across departments to ensure real-time information flow for time-critical operations.
- Applied analytical and technical skills to enhance process efficiency and team collaboration.

Data Analyst Intern   April 2024 – May 2024
Mentorness
- Analyzed over 10,000 data rows using **SQL** to identify trends and improve reporting accuracy.
- Built interactive **Power BI** and **Tableau** dashboards that improved data visualization and decision-making.
- Collaborated with development teams to automate data workflows and optimize database queries.

POS Technician   October 2022 – January 2025
Fresh Hospitality Group
- Delivered technical support and troubleshooting for POS systems across multiple locations.
- Reduced downtime by 30% through proactive maintenance and issue resolution.
- Documented procedures and created internal technical guides for faster problem resolution.

Web Manager   May 2021 – May 2022
Deepti Classes
- Administered and maintained WordPress websites, ensuring compliance with **AODA** and **WCAG 2.0 AA** standards.
- Improved page-load speed and front-end performance by 35% through optimized code and asset management.
- Designed and published 100+ pages, posts, and graphics aligned with organizational content strategy.
- Implemented on-page SEO enhancements, increasing organic website traffic by over 40%.
- Collaborated with cross-functional teams to improve site structure, usability, and accessibility.

PROJECT EXPERIENCE

Personalized Health & Fitness Advisor
Python
- Developed a command-line personal fitness tracker integrating AI-driven insights, secure authentication, and data visualization.

User Database Management Web Application
Node.js, Express.js, PostgreSQL

- Created a secure admin dashboard supporting CRUD operations and role-based authentication.

Personal Portfolio Website:
Node.js, Express.js, Daisy UI

- Designed and deployed a responsive, accessible website showcasing web projects and code samples.

Mall Management System:
C++, SQL

- Built a command-line retail management system with optimized SQL queries for efficient data retrieval.

Certifications

Cyber Security and Ethical Hacking for Beginners   June 2022
IIT Madras Research Park

C Programming   July 2022
IIT Madras Research Park

Python   August 2022
IIT Madras Research Park

The Non-Technical Skills of Effective Data Scientists   March 2024
LinkedIn Learning

Accessible Documentation   March 2024
Seneca Polytechnic